

Town of Mansfield
Personnel Committee

February 18, 2009

Audrey Beck Municipal Building, Conference Room B/C

Members Present: Deputy Mayor Gregg Haddad, Councilor Helen Koehn, Councilor Christopher Paulhus

Staff Present: Assistant to Town Manager Maria Capriola, Town Manager Matt Hart

CALL TO ORDER

The meeting came to order at 6:45p.m.

I. MINUTES

The minutes of December 3, 2008 were passed (Haddad, Koehn - in favor; Paulhus – abstention)

Ms. Koehn made a motion, seconded by Mr. Paulhus, and unanimously approved by the Committee to work towards scheduling a monthly regular meeting of the Personnel Committee.

Through consensus, and time permitting, the Committee agreed to add the following agenda items to the agenda: Town Manager's Report; Resolution on Transparency in Government. If these items are not discussed, they will be reserved for a future meeting agenda.

III. CLASSIFICATION OF FINANCE DIRECTOR POSITION

Mr. Hart and Ms. Capriola discussed proposed changes to the Finance Director classification such as: a revised pay grade; a revised job description; and revising the financial services agreement with Region 19. Notably, the revisions to the position classification would encompass work performed for the Town-MBOE-Region 19. Proposed changes would be effective July 1, 2009. Discussion occurred with the Committee regarding the pay grade, job description, compensation levels, market data and the cost sharing arrangements between the Town-MBOE-Region 19. The Committee did not endorse employer sponsored annuity options for this position. Ms. Koehn made the motion, seconded by Haddad to, "effective February 18, 2009, to endorse setting the pay grade for the Finance Director position as grade 32, salary range of \$95,000-\$120,000, of the town administrators pay plan." The motion was approved by members present (Haddad, Koehn).

IV. ETHICS CODE

Mr. Haddad invited Mike Sikoski, Chair of the Ethics Board, to participate in a discussion about the Ethics Board's recommended changes to the Ethics Code. Discussion occurred regarding the difference between an ethics inquiry and an ethics complaint. Mr. Sikoski stated that he recently attended a CCM seminar on ethics, and as a result, the Board may bring additional proposals to the Council/Committee. As a result, no action was taken on the ethics code at this meeting. The Committee will continue this discussion at a future meeting.

V. ADJOURNMENT

The meeting concluded at 8:25 p.m.

Respectfully Submitted,

Maria E. Capriola

Assistant to Town Manager